

Form 1: PT/ILC Planning Checklist

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ILC Region & Planned Reporting Year:	
ILC Title:	
ILC Coordinator Name:	
ILC Coordinator Address:	
Names, position, and addresses of any other personnel involved in design and operation of ILC:	
Form Completed by:	

Nature and Purpose of ILC scheme:

Identification of the Measurand:	

Identification and description of Artifact(s):	
Description of nature of Artifact and why it was chosen:	
Artifact source (owner):	

Describe any stability issues with the artifact:

Identification of the test method used by the participants:

Identification of the type of equipment required by the participants:

Identification of the approximate uncertainty required by the participants:

Ranges of values expected from the participant measurements:

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Any potential difficulties in preparation and maintenance of homogeneous materials or the provision of a stable reference value for the artifact:

Describe any homogeneity issues, as applicable:	
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Describe any environmental issues with the artifact for storage, transport, or measurement:

Describe any special preparation issues for Artifact(s) as applicable:

Packaging/Handling issues, Special Containers needed?

The Criteria for participation in the ILC:

Reference Laboratory:	
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Pivot Laboratory:	
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Identification of Expected Participants: (identify laboratory and personnel to be involved in measurement):	
Are all laboratories and personnel qualified to participate (review NIST WMD training databases)	<input type="checkbox"/> yes <input type="checkbox"/> no (if no, explain)

Design of test (i.e., petal, loop, etc.):	
Describe when artifact is checked and how it is distributed:	

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Number of significant figures to which results are to be reported:	
Precision of test:	
Smallest differences expected between participants:	

Statistical Method for determining reference value of artifact:
Method of performance evaluation:
Acceptable limits of stability (from pivot measurements and overall):
Acceptable limits of homogeneity (if applicable):